

**MEETING AGENDA**

Texas Appraiser Licensing & Certification Board
Room 170, TALCB Headquarters Office
Stephen F. Austin State Office Building
1700 North Congress, Austin, Texas 78701

Friday, August 16, 2013, 10:00 a.m.

CALL TO ORDER

1. Call to order and pledges of allegiance
2. Roll call and discussion and possible action to excuse Board member absences, if any
3. Recognition of Sheryl Swift for her service on the Board

OFFICIAL RECORD

4. Ratification of the official record of the May 17, 2013 Board meeting as approved for posting on the website by the Secretary of the Board

PUBLIC COMMENTS

5. Comments from members of the public regarding non-agenda items

ENFORCEMENT MATTERS

6. Executive session to receive advice of counsel pursuant to Texas Government Code §551.071
7. Discussion and possible action to approve agreed final orders and surrenders in the matter of:
 - a. Complaint#s 10-281, 10-295, 10-315 & 12-120 (James Harold Parhms, TX-1338782-R)
 - b. Complaint#s 13-094 & 13-168 (James M. Willis, TX-1322906-G)
 - c. Complaint#s 10-228 & 13-113 (Richard Allen Taylor, TX-1326295-R)
 - d. Complaint# 13-153 (Casey Jean Penn, TX-1336283-R)
 - e. Complaint# 12-064 (Floyd Edgar Sumrall, Jr., TX-1333035-L)
 - f. Complaint# 13-069 (Michael Lynn Hendrix, TX-1336152-G)
 - g. Complaint# 12-308 (Thuan Ngoc Phan, TX-1329163-L)
 - h. Complaint# 13-031 (Alberto Castillo, TX-1334674-R)
 - i. Complaint# 13-030 (Forrest James French, TX-1330265-G)



- j. Complaint# 12-123 (James Wade Purdy, TX-1336490-L)
 - k. Complaint# 13-127 (Roger P. Lane, TX-1334329-R)
 - l. Complaint# 12-070 (Wendell Paul Young, TX-1321410-G)
 - m. Complaint# 12-062 (John James Stahl, TX-1334104-R)
 - n. Complaint# 12-203 (James Brian Banks, TX-1323923-R)
8. Discussion and possible action to approve modifications of Board orders in the matter of Complaint# 10-087 (Caleb Cole Jackson, TX-1324707-R)
9. Discussion and possible action on proposal for decision from the State Office of Administrative Hearings in the matter of SOAH Docket #329-13-3390.ALC (Francis Kafor, TX-1340428-T)

COMMITTEE REPORTS

- 10. Report by Executive Committee
- 11. Report by Budget/Finance Committee
- 12. Report by Enforcement Committee
- 13. Report by Education Committee

STAFF REPORTS

14. Staff reports by Commissioner, Deputy Commissioner, and Division Directors, which may include reports on processes, monthly activities and statistical data for communications, licensing, education, information technology, staff services, and enforcement; current topics related to regulation of real estate appraisers; discussion of topics raised by monthly reports; introduction of new employees; and questions by Board members to staff regarding issues raised by the staff reports

RULES FOR POSSIBLE ADOPTION

15. Discussion and possible action to adopt amendments to 22 TAC §153.20 concerning Guidelines for Revocation, Suspension, Denial of Licensure or Certification; Probationary Licensure
16. Discussion and possible action to adopt new 22 TAC Chapter 157, Subchapter E, Alternative Dispute Resolution as follows:
- a. §157.30, Alternative Dispute Resolution
 - b. §157.31, Informal Conference
 - c. §157.32, Negotiated Settlement
 - d. §157.33, Mediation



TEXAS

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- e. §157.36, Stipulations
- f. §157.37, Agreements
- g. §157.38, Confidentiality

- 17. Discussion and possible action to adopt amendments to 22 TAC §159.159 concerning Disclosure of Registration Number
- 18. Discussion and possible action to adopt amendments to 22 TAC §159.109 concerning Inactive Status
- 19. Discussion and possible action to adopt amendments to 22 TAC §159.155 concerning Periodic Review of Appraisals

RULES FOR POSSIBLE EMERGENCY ACTION

- 20. Discussion and possible action to take emergency action to adopt amendments to 22 TAC §153.15 concerning Experience Required for Certification or Licensing

RULES FOR POSSIBLE PROPOSAL

- 21. Discussion and possible action to propose amendments to 22 TAC §153.15 concerning Experience Required for Certification or Licensing
- 22. Discussion and possible action to propose amendments to 22 TAC §153.9 concerning Applications
- 23. Discussion and possible action to propose amendments to 22 TAC §153.17 concerning Renewal or Extension of Certification and License or Renewal of Trainee Approval
- 24. Discussion and possible action to propose amendments to 22 TAC §153.5 concerning Fees
- 25. Discussion and possible action to propose amendments to 22 TAC §159.52 concerning Fees
- 26. Discussion and possible action to propose amendments to 22 TAC §153.24 concerning Complaint Processing
- 27. Discussion and possible action to propose amendments to 22 TAC §155.1 concerning Standards of Practice
- 28. Discussion and possible action to propose amendments to 22 TAC §155.2 concerning Work Relating to Property Tax Protests

**PENDING BUSINESS**

29. Discussion and possible action on recommendations from the Education Committee regarding Appraiser Trainee/Supervisor Course and Texas Update Course structure
30. Discussion and possible action on recommendations from the Executive Committee regarding a system or procedure to track staff implementation of Board directives
31. Discussion and possible action to approve a Memorandum of Understanding with the Texas Real Estate Commission regarding administrative services provided by TREC staff
32. Discussion and possible action to adopt the FY2014 TALCB budget
33. Discussion regarding legislative matters

NEW BUSINESS

34. Discussion and possible action to authorize Board staff to amend TALCB renewal forms to remove the optional electronic newsletter fee
35. Discussion and possible action to approve the following revised forms:
 - a. Application for Approval as an Appraiser Trainee
 - b. Application for Appraiser License
 - c. Application for Certified Residential Appraiser
 - d. Application for Certified General Appraiser
 - e. Appraisal Experience Affidavit (for Appraisers & Trainees)
 - f. Appraisal Experience Explanation
 - g. Appraiser Continuing Education Submission Form
 - h. Request for Active Status
36. Discussion and possible action to approve a new form for:
 - a. AMC to Elect Inactive status
 - b. AMC Renewal
37. Discussion and possible action to approve National Registry Access Policy
38. Discussion and possible action to authorize the TALCB Commissioner to issue a request for proposals for examination related services



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OTHER BUSINESS

- 39. Request for new business agenda items
- 40. Discussion and possible action to schedule future meeting dates
- 41. Adjourn

The Texas Appraiser Licensing and Certification Board may meet with its attorney in executive session on any item listed above as authorized by the Texas Open Meetings Act, Tex. Gov't Code, §551.071.